



State Ethics Commission
205 Jesse Hill Jr. Dr. SE
Suite 478 – East Tower
Atlanta, GA 30334
(404) 463-1980

VENDOR GIFT DISCLOSURE REPORT

Report Covering Calendar Year _____

IMPORTANT INFORMATION

File this report only if you have **made** gifts to one or more public employee(s) **exceeding** in the aggregate **\$250.00** in value in a calendar year. (O.C.G.A. § 45-1-6). List the gifts on page two.

Examples: (a) if 10 employees are each given a gift valued at \$30.00, the total of the gifts (in the aggregate) exceeds \$250.00, therefore a disclosure report is required; (b) if one employee is given one or more gifts with a total value exceeding \$250.00, a disclosure report is required.

VENDOR NAME: _____

MAILING ADDRESS: _____

TELEPHONE NUMBER: _____ FACSIMILE NUMBER: _____

STATE OF _____, COUNTY OF _____

I, _____, holding the position of _____
Print name of person filing *Position*

at _____
Vendor

Being duly sworn (affirm) depose and say that the information in this report is complete, true and correct.

SIGNATURE OF PERSON FILING ON BEHALF OF VENDOR: _____

NOTARY PUBLIC (print & sign name): _____

My Commission expires: _____

This document was sworn to and affirmed and subscribed before me on _____, 20 _____.

PENALTIES: Any person who knowingly fails to comply with or who knowingly violates this code section (O.C.G.A. § 45-1-6) shall be guilty of a misdemeanor.